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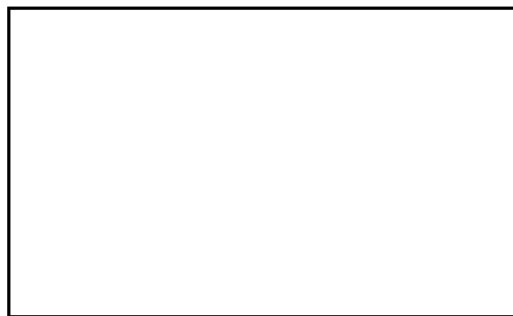
DD/S REGISTRY
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24 August 1970

MEMORANDUM FOR THE RECORD

SUBJECT: Meeting of the Support Bulletin Committee
10:00 a. m. - 24 August 1970

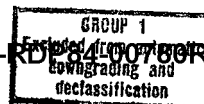
Present: Mr. Bannerman, Mr. Coffey, [redacted] and Members: 25X1



1. Mr. Bannerman opened the meeting by giving the Committee Members some of the background of the Bulletin, the prior method of producing it and reasons for change. He stated that the publication serves a useful purpose and is a good device for disseminating information to employees both at Headquarters and overseas. Also, that each Support component has items of interest to employee readers and the concept of shared responsibility for the publication should surface this material. He therefore charged the component representatives, committee members with organizing themselves and taking action to produce a good publication. In conclusion, he stated that this is a new type of organized effort which is not found in industry, asked the committee to see what it could do with it and expressed his appreciation to committee members for undertaking the assignment. After his remarks Mr. Bannerman and Mr. Coffey left the meeting.

2. [redacted] and the undersigned continued the discussion. [redacted] discussed with the group the DD/S memorandum of 12 August 1970 to the Office Heads regarding the duties of committee members, answered questions put by the

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members, and reiterated that the committee could call for support and assistance from all DD/S components and staffs. The undersigned then discussed the various steps in putting out a finished Bulletin, answered questions regarding procedure, and provided back issues of the publications for committee use.

3. At 1055 the committee went into executive session to organize and begin its work.



Support Operations Staff/DD/S

25X1

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